

LFS Learning Activities and Lesson Plans



Skill	Stage I	Stage II	Stage III
Communication – Listening	Learning Activity CLB 3 - Following directions within a building		
Communication – Speaking			Learning Activity CLB 9 - Presenting staff concerns to management
Reading	Learning Activity CLB 4 - Following fire evacuation rules	Lesson Plan CLB 7 - Read an email from a colleague expressing frustration with another co-worker's behaviour	
Writing		Learning Activity CLB 6 - Emailing a client about project delays	
Adaptability	Learning Activity Staying positive with an unhappy customer	Lesson Plan Read a message from a supervisor who is off sick to understand what needs to be done	Learning Activity Adjusting to a new situation
Collaboration	Lesson Plan Listen to a co-worker explain how to use a photocopier and ask a question about it	Learning Activity Sharing meeting notes with a co-worker	Learning Activity Creating an office memo from a team meeting
Creativity and Innovation	Learning Activity Making the entrance at work safer	Learning Activity Creating a store window display with a co-worker	
Digital	Learning Activity Texting and emailing at work	Learning Activity Completing a training course about online scams	
Numeracy	Learning Activity Giving directions to a co-worker	Lesson Plan Interpret and compare two graphs to explain projected revenue of a new product to a manager	
Problem Solving	Lesson Plan Talk with co-workers about the most efficient way to clear a table in a restaurant	Learning Activity Making a decision based on a policy	Learning Activity Accommodating an employee